



## **City of Annapolis**

### **Recreation and Parks Department**

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## **Recreation Advisory Board**

**June 8, 2011**

The regular meeting of the Recreation Advisory Board of the City of Annapolis was held on June 8, 2011 at the Roger "Pip" Moyer Recreation Center. Vice Chair Moyer called the meeting to order at 7:03p.m.

Present: **Chair** Hamill, Harrison, Fowlkes, Rankin, Hughes, Lowman, Weaver, B. Moyer, Montgomery

Absent: Aist, **Vice Chair** D. Moyer

Staff: Plumer, Hook-Recorder

Guest Templeton, Bowman

Chair Hamill thanked everyone for their attendance to various City meetings as the Board's representatives.

### **I. April 13, 2011 Meeting Minutes**

Mr. Hughes moved to approve the April 13, 2011 meeting minutes as amended. Ms. Weaver seconded the motion. The motion passed unanimously in a vote of 7-0.

### **II. Director's Report**

**a.** Ms. Plumer provided a copy of the May Manager's Monthly Report and highlighted some key points within the report. She reported that Annapolis Community Boating now has a present at Back Creek Nature Park at the boat house. There was a cake and canoe opening in May. She briefly discussed the status of ACHIEVE Community Health Assessment grant explaining that Department has been working with approximately 15 different groups to conduct the assessments. The assessments are meant to measure what healthy and chronic disease prevention systems that are in place within the community. She noted that three assessments have been made to date at the Health Department, Bates School and the Community at large. A final report will be provided by the end of the summer. Mr. Art Thomas has retired and Mr. Costello will be filling in. The Harbormaster's Office will now fall under the Recreation and Parks Department as of July 1, 2011. She noted that the Department received three MRPA awards for best Website, Program Guide and . She briefly discussed the historic window replacement at the Stanton Center. The Department received a grant from the Maryland Historic Trust and is now required to provide an architectural report as to why all the historic windows need to have their window sashes replaced. She noted that there has been an outcry from the public to reopen the Waterworks Park so it will be opened prior to the dam repair. There is a report from the Department of Public Works that there are no immediate safety issues with the dam however the park will be closed during the repairs. The Department did not resubmit a renewal application for the Playful City due to time constraints.

### **b. July 4<sup>th</sup> Fundraising Report**

Ms. Plumer did not have a report from Mr. Weir but the City has committed the \$20,000 for this fiscal year. She will be hosting the July 4<sup>th</sup> meeting scheduled for Monday, June 13, 2011. Ed Hartman has volunteered his tug boat again this year.

**III. New Business**

**a. STEP Team Initiatives in the Department**

Ms. Plumer shared with the Board a new initiative that the Department is working on called STEP to assist the Department in moving forward in service business model. She noted that four teams have been established four teams that are customer service, program/service performance, community survey and Department Master Plan. She indicated the Community College will be developing and conducting the survey and the three areas identified were awareness, economic value, and healthy lifestyles. The timeliness will begin in the Fall. Mr. Hughes volunteered to work with Ms. Plumer on the survey.

**b. Budget FY2012 – Proposed Changes**

Ms. Plumer provided a copy of the proposed budget cuts for FY2012 for members to review. She went over the impacts as result of these proposed cuts. She expressed concern regarding that the contractual position conversion that has been delayed permanently may cause vacancies. As a result of the hiring freeze, these positions may not be refilled. The budget passed on Monday, June 6, 2011 with no additional changes to the Department other than the cuts. Ms. Rankin asked if the Department has any employees on commission, someone who is bringing in more money than their salary. It is evident that people are purchasing homes based on the Recreation and Parks services. The public should be made aware of this. Ms. Plumer hopes that the community survey will address the concerns. This agenda item will be placed on the September meeting agenda for further discussion.

**c. Foundation for Recreation and Parks Department**

Chair Hamill described grant opportunities from United Health Care wellness programs for the communities. She inquired as to whether the Board would be interested in developing a Foundation to raise money for these types of program as well as received donated funds. A majority of the Boards was very interested in pursuing this opportunity. Chair Hamill, Ms. Rankin, Ms. Fowlkes, Mr. Hughes, and Mr. Harrison agreed to participate as part of the Foundation for Recreation and Parks Department. Chair Hamill will schedule a Foundation meeting prior to the Board's next meeting in September.

**V. Event Horizon – Winter 2011**

June 18 – Youth Tri It Fest – The Department is set for this

June 19 – Youth Triathlon – Mr. Harrison will help with the water stations.

**Adjournment**

Ms. Fowlkes moved to adjourn the meeting at 8:08pm. Ms. Weaver seconded the motion. The motion passed unanimously in a vote of 7-0. The next meeting is scheduled for September 14, 2011 at the Pip Moyer Recreation Center conference room.

Tami Hook, Recorder